

**Tiverton Library Services
Board of Trustees Minutes
Essex Library
May 5, 2010**

Trustees/Director attending:

**Jim Barret jbnt83@yahoo.com
Barbara Donnelly (chair) donnellb@usnwc.edu
Ann Grealish-Rust (Director) director@tivertonlibrary.org
Lee Hoyer svfram@aol.com
Greg Jones jonesgb@cox.net
Maureen Morrow maureenmorrow@cox.net
Colin Robinson clrobinson13@verizon.net
Jennifer Theroux mtheroux2@cox.net**

Absent:

Duke McCann (emeritus)

Call to order at 7:06pm

Guest Presentation (O'Toole and Parr)

1. Several marking firms have been reviewed by the building committee—although the building committee has not voted at this time.

2. The firm of O'Toole and Parr will be recommended to Building Committee by Hoyer based on their proposal, enthusiasm and previous work. Building committee will consider this recommendation at their next meeting.
3. Proposed O'Toole and Parr contract presented by Hoyer.
4. Presentation by O'Toole and Parr (see appendix).

Agenda Items

1. Approval of Minutes for Previous Meeting.
 - a. Minutes of previous meeting approved with corrections and placed on file.
2. Treasurer's Report
 - a. Additional expenses in "property repairs" shown to reflect expenses due to flood.
 - b. Treasurer's report approved and placed on file.
3. Union Library Assn. Report.
 - a. Donation of \$500 received from Union Library for flood relief.
5. Friends of TLS
 - a. "Appleby Dinner" fundraiser raised \$207 for the library.
 - b. Friends Street Fair will be held June 5th at Middle School. Book donations will be accepted at the Senior Center, Essex Library, and the Town Hall. Books should be in good condition. Textbooks

cannot be accepted.

6. New Building Committee Report

- a. Resignation of Chairwoman Kath Ryan accepted by committee. Lee Hoyer elected as Chairman.**
- b. Committee by-laws accepted.**
- c. Architect making changes to design as presented on May 10.**
- d. Site visit by Newport County Fund in regard to our grant proposal. If accepted, grant will fund one-half our marketing costs.**
- e. Next meeting of committee will be held May 12.**

7. Foundation

a. New officers elected:

- 1. Chair Phil Schuyler**
- 2. Treasurer, Barbara Donnelly**
- 3. Secretary, Jennifer Theroux**

8. Director's Report

- a. Director questioned property repairs. Donnelly suggested the property committee would review this. Director can proceed with shrubbery. Property committee will suggest repairs required to be performed this fiscal year.**
- b. Extra hours scheduled at Union to compensate for Essex flooding. Union not being utilized to expectations. As a result, it was recommended to Director to cut back Union hours.**
- c. Flood repairs. Cleaning company removed old carpeting; new**

carpeting is ready to be installed. It was recommended that Director to get estimate to waterproof foundation.

d. Two Essex staffers on medical leave.

e. Bill received from B. Martin (Public Works Department) for hose purchase. Hose was used for pumping water due to flood. Bill will be referred to town administrator for disposition.

f. Inspection by Inter-Local Trust (municipal insurance) of library facility. Repairs to the wall between furnace wall and staff break-room are required. B. Martin will fix this.

g. Presentation about the “San Jose Way,” to be held at the East Providence Library on May 3rd. Hoyer will attend.

h. Interviews for 22 applicants for the position “Office and Technology Assistant” have been completed.

9. Old Business

a. none

10. New Business

a. Motion to retain O’Toole and Parr as our marketing consultant. Motion by Hoyer, second by Robinson. Passed unanimously.

b. Motion to disburse funds of \$4,500 for Barry and \$9,500 for O’Toole and Parr (assuming concurrence of Building Committee), to be paid from Endowment Account. Motion by Hoyer, second by Jones. Passed unanimously.

11. Other Business

a. None

12. Executive Session

a. None

Meeting adjourned at 9:22 pm

Next meeting of trustees: June 5, 2010 at Essex Library at 7:00

Respectfully submitted,

Greg Jones